

Talcott Free Library Board Meeting

Monday, December 6, 2021

Members present: A. Floto, L. Floto, D. Garlow, T. Garlow, Geddeis, Kovanda, Ragaller, Director Gove.

President Kovanda called the meeting to order at 7:00 p.m.

Public Comment: None.

Secretary's Report: Geddeis moved, and A. Floto seconded, to approve minutes of the November meeting. Approved unanimously.

Treasurer's Report: D. Garlow moved, and Kovanda seconded, to approve the treasurer's report. Motion carried unanimously. A summary by the independent auditors showed that total revenues for FY 2021, were \$800,247. Total expenditures for the same period were \$2,180,376 due to capital outlay expenditures for the expansion and renovation project. The deficit was covered by the issuance of bonds. The annual financial statement will be published as required by law. A. Floto moved, and Ragaller seconded, to transfer the remaining Building Debt funds to the checking account for payment of building project invoices totaling \$183,718.24. Motion was carried unanimously.

Librarian's Report: L. Floto moved, and Geddeis seconded, to approve payment of current bills. Approved unanimously.

Building and Grounds Report: The builders have completed their work Ragaller moved, and Geddeis seconded to make the final payment of \$115,944.20 to Larson and Larson. Motion carried unanimously. There will be one more invoice pending for the shelving punch list. Initial cost estimates for the entire project weren't quite accurate and there is still approximately \$57,000.00 left to spend. The roof will need repair at some point, and the building funds may be used to partially cover that expense. The second bond payment in the amount of \$131,182.40 is due December 15. The temporary book drop which was purchased for \$1,000, will be sold to another public library. Director Gove will propose a price of \$600 to \$750. Light fixtures in the parking lot have plastic covers that have cracked and fallen out. The cost to install two new LED fixtures on existing poles will be \$1000 plus \$356 for work already done. T. Garlow moved, and A. Floto seconded, to authorize this expense. Motion approved unanimously. The study room on the southeast corner has been cold. The fans will need to run continuously to see if the issue is resolved.

Old Business: The audit memo covering revenues, expenditures and balance sheet, was reviewed.

New Business: There were staff concerns about the policy on holiday pay. After discussion, the current policy will remain in place. A patron made suggestions about having disinfectant wipes available in the study rooms, and also having blinds installed to block the afternoon sunlight. The same patron also requested allowing the door to be unlocked during the reservation period. After discussion, the board declined to pursue these suggestions.

President Kovanda praised Director Gove for her competent handling of the many stressful issues arising during the building project. She served as construction manager which became a heavy burden unforeseen by the board. After discussion, L. Floto moved, and Kovanda seconded, to provide Director Gove with two payments, one before year's end and the second in early 2022, totaling \$5,000, net of taxes and IMRF payments, in recognition of her stellar work. This motion carried unanimously.

On a motion by T. Garlow, seconded by L. Floto, the meeting was adjourned at 8:03 p.m.

Submitted by L. Floto, Secretary